

**USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 28 OCTOBER 2005**

**I. CEFMS:**

A. We made changes on the transfer screen to the Finance Center for flat rate military construction. General ledger correlations were changed, updates to cost account detail will no longer be made, the work category element will now be SATRF instead of OMCLR, and use of the gain or loss indicator has changed. Now when income exceeds expenses, the transfer screen will show an 'L' because the USACE activity will send cash to the Finance Center account. The USACE activity cash general ledger will be credited, revenue debited, and the income table will have a minus transaction recorded. When expenses exceed income, the transfer screen will show a 'G' because the activity will receive cash from the Finance Center account. The activity's cash general ledger will be debited, revenue will be credited, and the income table will record a plus transaction.

B. We researched an out-of-balance at a USACE activity on their cash report. The problem report stated that an IPAC disbursement did not post to the general ledgers. We reviewed the disbursement transactions and went to the prior year data base to review the last payment on this government order. On the report GL Post, there was an error: Error processing eliminating G/L Accts in Transaction Register. The activity will have to correct their data on this PR to show this as an eliminating entry in CEFMS.

C. We added two new fields to the 'timekeeper\_override' table. These will be helpful in identifying the user who last updated the table, and the date it was updated.

D. We added additional error handling messages to the payroll merge process. This will help identify sporadic problems where the payroll\_sent\_date was not being updated in the current\_time\_certification table.

E. We changed the cost account view screen to permit more flexibility for querying cost account records. Users can now query by cost share control number. Queries are extremely fast and permit users to identify specific types of cost. This will facilitate the close out of converted cost share projects when converted cost must be identified and analyzed in closing out the cost share projects. We also implemented a way to get the 'F1' and 'About This Form' help functionality to work on the Master Data Manager database. Finance Center users updating new fields added to the Agency Locations Data

Manager Screen 10.01 now get the help information they need to understand how to update the fields. Previously, users were trying to view these help screens on a production database and then going back to the Master database to complete the update of Screen 10.01.

F. We coordinated with the Corps of Engineers Enterprise Infrastructure Services (CEEIS) on a security issue with the Automated Personal Property Management System (APPMS) and the Vehicle Information Management System (VIMS). Risk potential and mitigations were reported to HQUSACE Information Management Security and to CEEIS. CEFMS was not impacted based on research of potential impact and risk mitigation. All email traffic was maintained in a file for future audit. The CEFMS MOA with APPMS and VIMS was also updated to reflect the proper PM for the two systems. Revised copies of signatures are on file for DITSCAP.

G. We decommissioned the Cold Region Research Engineering Laboratory (U2) and the Construction Engineering Research Laboratory (U3) databases from all portal pages and configuration management control files.

H. We are actively participating in the PDT to further discuss the initiative to consolidate CEFMS databases within a region to a single database.

I. We coordinated with the Corps of Engineers Enterprise Infrastructure Services (CEEIS) to put in place Hot Backups for the data manager housing databases. This will allow these two critical databases, one at each processing center, to remain in an up state for as long as possible. The reduction in the downtime due to nightly backups of these databases will benefit all CEFMS databases. We initiated discussions with CEEIS to see if it would be a benefit for all CEFMS databases to be configured similarly.

## **II. PROBLEM REPORTS/IMBALANCES:**

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	776	742
Priority #1 Problems	77	83

We received 223 new problem reports and completed 189 problem reports.

B. Database Imbalances on our 62 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	51	18
One	3	39
Two	4	1
Three	3	3
Four	0	1
Five	1	0
Six	0	0
Seven	0	0

**III. ACCOUNTING OPERATIONS:**

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON:	226
HUNTSVILLE:	24
USACE HQ:	1
DA Interns:	1
TOTAL:	252

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH Oct 01-25	YEAR TO DATE Oct 01-25
CHECKS:		
CHECKS ISSUED	7,669	7,669
PERCENT OF TOTAL	12%	12%
DOLLAR AMOUNT	\$122,525,010	\$122,525,010
EFT:		
TRANSFERS MADE	33,155	33,155
PERCENT OF TOTAL	88%	88%
DOLLAR AMOUNT	\$1,092,229,862	\$1,092,229,862

\*percentages adjusted for utility checks which do not have to participate in EFT

#### **IV. OTHER UFC ISSUES:**

A. The CFO/Civil Reports Division completed submission of the final year-end Civil Works Balance Sheet, Statement of Net Cost, Statement of Changes in Net Position, Statement of Budgetary Resources, Statement of Financing and accompanying footnotes. We met all reporting deadlines. We responded to action items from DoDIG associated with their review of our draft financial statements and notes. We received questions on Saturday and Sunday from the Office of the Secretary of Defense (OSD) Comptroller after their review of our statements and notes. Our statements and notes had three levels of review at OSD. Responses were provided to OSD questions on the same day. We will continue to participate in daily teleconferences regarding the statements, notes and other issues until the statements are submitted to the Office of Management and Budget.

B. We responded to numerous requests from other Federal and DoD agencies for intra-governmental transaction information and reconciliation of receivable, payable, revenue and expense data during the CFO elimination process.

C. We completed the Federal Agencies Centralized Trial Balance System (FACTS) year-end proprietary and budgetary reporting, the Treasury Report on Receivables Due from the Public, and the Monthly Receivable Report submissions on or before the required due dates.

D. CFO/Civil Reports Division and CEEMIS System personnel teleconferenced with HQUSACE Civil Works and Office of Counsel on requirements for the Report of Real Estate Receipts. We submitted a proposed format and description of the various collection types that would update each section on the report. HQUSACE (CECW) is currently evaluating the report to see if it will meet their needs.

E. The CFO/Civil Reports Division Chief gathered information and updated slides for the HQUSACE briefing of the financial statements and notes to the Deputy Chief Financial Officer at OSD.

F. The Government Accountability Office (GAO) has sustained the second protest on the award of the National Recreation Reservation Service (NRRS) contract to Reserve America. GAO recommended that the discussions be reopened, that revised proposals be requested and that a new decision be made. NRRS will continue to operate reservation services under the current contract. Additionally, NRRS contracted with PriceWaterhouseCoopers (PWC) to address the issue of using one Agency Location Code (ALC) vs. multiple ALCs for the collection of funds when the new contract is implemented. UFC personnel have been interviewed and provided the opportunity to give

feedback on the PWC report. NRRS currently uses one ALC for processing collections and then transfers USACE funds to the Finance Center once a month. Our position is that this process works well and should continue. PWC will facilitate a meeting on 8 Nov 05 in Washington DC with all agencies involved in the new contract. The goal of the meeting is to resolve the issue of one ALC vs. multiple ALCs.

G. Finance Center personnel continue to work with the DoDIG on their pre-audit validation of Army Cash by providing information and documentation to support our foreign currency processes

H. The Finance Center received a payment of \$18,277,000 as part of the Cash Equalization Payments from Acquisition of Facilities under Authority to Exchange Reserve Component Facilities to Acquire Replacement Facilities, Public Law 108-375, Section 2809. The funds were deposited into the special fund receipt account 97X5394.021. The Treasury Central Accounting System, STAR, will automatically transfer the balance from the available special fund receipt account into the Military Department special fund expenditure account. Once processed by Treasury, the funds will be issued to Louisville District for expenditure.

I. A settlement agreement has been reached between the Department of Justice (DOJ) and one of larger water storage contractors for USACE, Basin Electric Power Cooperative, Bismarck, ND. The agreement resulted in the compromise of various claims of the parties involved. Upon execution of the modified contract and agreed upon terms, the original contract is considered null and void. We have carried these debts as delinquent receivables for ten years, and disposition of these debts will result in a reduction of \$6.3M in principal and over \$3.6M in interest and fees.

J. The Debt Management Division has gained access to Department of Treasury's Payment Advice Internet Delivery (PAID) system. PAID was developed to provide Federal agencies with an alternative method to deliver remittance information to their vendors. Access to this system is particularly helpful in our efforts to expedite payments of Oil Pollution Act (OPA) bills. The Finance Center, as a vendor, can query on payments by date, invoice number, dollar amount and other remittance data. This process aids in researching and reconciling payments, verifying when receipt should have occurred, and whether payments were diverted to another finance center. As a result, completed billing and payment histories can be submitted to the paying finance center. Unfortunately, all payments may not show up because in some cases, the USACE activity's tax identification number may have been used instead of the UFC tax ID.

K. The UFC Travel Division is currently processing PCS vouchers received on 17 Oct 05. The Division has processed approximately 500 Hurricane Katrina Safe Haven vouchers and 100 Hurricane Rita Safe Haven vouchers.

L. Representatives from DFAS and the Professional Software Consortium will arrive at the Finance Center on 31 Oct 05 and will stay for approximately two weeks for the WINIATS 6.05 system acceptance testing.

M. Information Management personnel established seven new email accounts for receiving transactions by others (TBO) from the Gulf Region, Afghanistan, and DFAS. Advance copies will be scanned and emailed to the UFC for verification of obligation in CEFMS prior to payment. DFAS will email the official copy after payment. The Cash Reports Division will match the advance copy with the payment copy to complete the transaction. We are planning for a document management system for the long term storage of these documents. The IM chief is in the process evaluating a digital sender to facilitate the scanning and emailing of paper documents to our customers. This process will replace manual scanning and reduce the number of FAX documents sent from the UFC. We will centrally locate the digital sender so that the Disbursing, Accounts Receivable, and Cash/Military Reports Divisions can share usage of this equipment.

N. There have been several recent developments in competitive sourcing studies which impact the UFC. The Director briefed USACE Finance Center employees who could be impacted by implementation of the Logistics Management High Performing Organization (HPO). In this briefing, he provided updated estimates of major milestone dates. UFC representatives reviewed the draft competitive sourcing Human Resource Implementation Plan and provided comments to the HQUSACE Strategic Sourcing Program Office. We have scheduled a meeting on 17 November to discuss HR issues with those employees that could be affected by the UFC Accounting Support Services competition. The discussion will focus on RIF procedures and actions, placement programs such as the DoD Priority Placement Program, right-of-first-refusal issues, and other human resource topics of interest. Also, a pre-proposal conference for those contractors/vendors interested in bidding on the UFC Accounting Support Services solicitation will be held on 9 November 2005, in Millington, Tennessee.

O. On 26 October we submitted our FY06 manpower utilization plan to CERM-M. The plan projects 246 FTE utilization as compared to the actual FY05 utilization of about 253 FTE. The primary reason for this decrease is the number of retirements/resignations which occurred in FY05 without replacements.

P. During 24-28 October, we conducted the third session of Introduction to Federal Accounting course onsite. Twenty accountants attended this training which will help to reinforce/update their knowledge of preparation of financial statements which comply with federal accounting standards, the complete accounting cycle, and the standard general ledger. One final session of this training is scheduled for 14-18 November at which point all accountants will have had the opportunity to attend.

Q. On 18 October, the Accounting Quality Division issued its report on the audit of PCS vouchers paid during the third quarter of FY05. The monetary error rate was the same as the second quarter FY05; i.e., six percent which is a historically low error rate. This demonstrates sustained improvement in the performance by the Travel Division, which over the past two years has reduced monetary errors from a previous average of about thirteen percent per quarter.